

## **ELLESMERE TOWN COUNCIL**

Minutes of the Town Council Meeting held in Ellesmere Town Hall on Monday 7<sup>th</sup> January, 2019  
at 7.15pm.

<b><u>PRESENT:</u></b>	Town Mayor (Chair):	Cllr R Hartley
	Councillors:	Cllrs G Elner, J Frost, P Goulbourne, D Lunn, Mrs E Peers, B Reincke, Mrs A Wignall and Mrs J Williams
	Assistant Clerks:	Jo Butterworth and Phil Smith
	Unitary Councillor:	0
	Members of the Public:	0
	Press:	1
	Police:	0
	Guests:	0

Public Question Time No members of the public were present.

185/18 **To Receive Apologies and Reason for Absence.**

**RESOLVED** - that the apologies received from Councillors Mrs J Clayton – family commitment- and Mrs J Costa – medical reasons- be approved. The Town Clerk had also given her apologies due to a family commitment.

186/18 **Disclosure of Personal and Prejudicial Interests in Items on the Agenda**

None received.

187/18 **Grant Dispensations**

None received.

188/18 **Response to Public Questions**

None received.

189/18 **Eglantyne Jebb Project**

Prior to the last meeting, Councillors had received a short presentation from members of the Ellesmere Sculpture Initiative, who were seeking to commission a sculpture/memorial installation to celebrate the centenary of the foundation of the Save the Children charity by Ellesmere born Eglantyne Jebb. The installation would be located in the Cremorne Gardens. The support of the Town Council for the project was being sought, although no request for financial assistance had yet been received. Members felt that there was a wider opportunity for Ellesmere to be promoted as part of the Save the Children 100<sup>th</sup> anniversary celebrations.

**AGREED** – that the sculpture/memorial installation for Eglantyne Jebb be supported in principle, and that enquiries be made with Save the Children,

**the Jebb family and Shropshire Council about promoting Ellesmere's connection to Eglantyne Jebb.**

190/18

**Police Matters**

The Assistant Clerk read out the Police report for December 2018.

A total of 10 crimes recorded as follows:

- 5 Criminal Damage (toilets, 2 vehicles, 2 windows)
- 3 Assaults (all parties known to each other)
- 2 Theft (money and shoplifting)

Officers were actively pursuing enquiries in 7 of those above offences.

Christmas and New Year's Eve passed relatively peacefully with no serious incidents reported.

191/18

**Shropshire Council Report**

Shropshire Cllr Mrs A Hartley had sent her apologies, and had indicated that there were no significant new issues to report.

192/18

**Minutes**

In relation to minute 173, it was reported that the ecological survey report of the land around the Ellesmere Wharf area, commissioned by Shropshire Council, had still not been received.

It was moved by Cllr Mrs A Wignall, seconded by Cllr P Goulbourne and

**RESOLVED - that the minutes of the Town Council meeting on the 3<sup>rd</sup> December, 2018 be approved and signed by the Town Mayor as a true record.**

193/18

**Planning & Infrastructure Committee**

The draft minutes of the meeting held on 19 December 2018 were received for information, and noted.

In response to a question regarding the question raised by a resident of Cherry Drive (minute 37), Cllr G Elner (Chair of the Committee) provided further information and stated that he had spoken to the resident to explain that the Council was not aware of any proposed development in that area.

194/18

**Town and Deputy Mayor's Monthly Engagements**

The Town and Deputy Mayor had not carried out any engagements since the last meeting.

195/18

**Clerk's Report**

The Clerk's report on meetings, correspondence circulated since the last meeting, and recent planning decisions had been circulated with the Agenda.

Cllr Mrs E Peers expressed concern that the planning application for works to a tree adjacent to Stanham House, Trimpey Court had been approved without apparent acknowledgment of the Town Council's comments/concerns.

The report was noted.

196/18

### **Correspondence**

#### (i) Items for consideration

The following items of correspondence had been circulated:

Ellesmere 10K Fun Race – the organiser had asked whether the car park area at Beech Grove Recreation Area could be used to provide additional parking provision for this year's event in August.

**AGREED – that subject to confirmation from Ellesmere Rangers Football Club that they were not using the car park on 25 August 2019, approval be given for the use of the car parking area at Beech Grove Recreation Area with the understanding that no parking should be allowed on the grassed/pitch areas.**

#### (ii) Other Correspondence received after the Agenda being sent out.

Cross Street Toilets – the cost of repairing the recent damage caused to the door of the ladies toilet was reported. The perpetrator had been identified from CCTV footage, and the Police would be instructing him to reimburse the Council for this cost. Noted.

SALC December 2018 Bulletin and Area Committee meeting dates – noted.

Buckingham Palace Garden Party – an invitation had been received for the Town Mayor and guests to attend a Garden Party on 29 May 2019. The Town Mayor reported that he had previously attended a Garden Party with his wife, and was therefore declining this invitation. Noted.

Refurbishment of Town Hall Floor – the contractor who had carried out the work on the Main Hall floor over the Christmas period had requested that his final invoice for the balance owed be paid by BACS. Members commented on the much improved appearance of the floor. It was moved by Cllr P Goulbourne, seconded by Cllr Mrs A Wignall and

**RESOLVED – that the final invoice to the contractor be paid by BACS.**

Land off New Wharf Road – a resident had asked the Council to consider applying for a grant, from a recently announced Government fund to support town centres/high streets, to purchase an area of land off New Wharf Road that was currently used as an unofficial traders' car park. This could then be used to provide a proper surfaced car park to increase the public parking provision in the town for residents and visitors. The Town Mayor stated that the land was owned by Shropshire Council, and was likely to have a significant development value. In addition, it was felt that the bidding process for funding was very onerous and the Council did not have sufficient resources or time to take on such a project – particularly as there was no guarantee that a bid would be successful. It was suggested that the resident approach the Chamber of Trade to see if it was something they could support.

Resignation of Cllr I Ward – a resignation letter dated 4 January 2019 had been received from Cllr Ward. He stated that he had served for almost twenty years in his second period as a Town Councillor and felt that there was little more that he could effectively contribute to the Council for the future, and a need to reduce his personal commitments. The Assistant Clerk reported that the vacancy would be advertised in the normal way, and an update provided at the next meeting.  
**AGREED – that a letter of thanks be sent to Ian Ward in recognition of his long service and contribution to the Town as both Councillor and Mayor.**

West Mercia Police & Crime Commissioner – further to the invitation to John Campion, the West Mercia PCC, to attend a Town Council meeting, his office had indicated dates when he was available. Members suggested that among issues for him to address were the future of policing in Ellesmere, including the arrangements for the use of the Town Clerk's office by the Community Policing team.

**AGREED – that Mr Campion be invited to attend on Monday 1 April 2019, and that any questions for him be submitted in advance to the Clerk.**

197/18

**Planning**

a) Planning Applications For Consideration

18/05763/REM – Former Dairy Crest site, Wharf Road, Ellesmere – proposed residential development – approval of reserved matters (appearance, landscaping, layout and scale) pursuant to permission 11/04589/EIA dated 23.11.2011 for the erection of 23no dwellings.

There was discussion of the application, but Members felt there were insufficient details regarding the boundary treatments between the canal and the proposed townhouses, landscaping and parking provision.

**RESOLVED – that the application be delegated to the Planning & Infrastructure Committee in order to allow for more information to be sought from the developers.**

198/18

**Swan Hill Cemetery & St Mary's Churchyard**

The Assistant Clerk reported that the Cemetery Working Group would be seeking quotations for memorial/headstone testing from a qualified contractor. Noted.

199/18

**Local Plan Review – Public Consultation**

Shropshire Council were holding a public meeting at the Town Hall on Thursday 10 January 2019 as part of the public consultation exercise on place plans and preferred housing sites. Noted.

200/18

### **Community Infrastructure Levy Update**

Recent correspondence from Shropshire Council regarding the Community Infrastructure Levy (CIL), and plans for a review of how it was allocated and administered, had been circulated.

This was an issue that was concerning many town and parish councils in the county, and it was suggested that ways should be found to work together. The Assistant Clerk reported that Shropshire Council had agreed to set up a Working Group with SALC to feed views from town and parish councils into the review.

**AGREED - that further information be sought from SALC on the CIL Working Group, its membership and how the Town Council could make known its views to the Group.**

201/18

### **Closure of Shropshire Council Recycling Bring Sites**

Shropshire Council was consulting on proposals to close their recycling bring bank recycling sites as part of budget reduction measures. It was noted that the recycling banks on the Cross St/Talbot St car park had already been removed (with the Town Council's support), and therefore the consultation proposal did not directly impact on the town.

202/18

### **Freedom of Information (FoI) Requests**

The Assistant Clerk reported that two recent FoI requests had been received, and details were provided. They had been referred to the Data Protection Officer, who had advised that they were not applicable/relevant to the Town Council. Noted.

203/18

### **Finance**

#### **(i) Payments for November 2018**

The payments made during November 2018 had been circulated with the Agenda. It was moved by Cllr Mrs A Wignall, seconded by Cllr B Reincke and

**RESOLVED - that the payments for November 2018 be approved, confirmed and signed as a true copy.**

#### **(ii) 3<sup>rd</sup> Quarter Bank Balances**

The Assistant Clerk notified Members' that the Council's bank balances at the end of the third quarter were as follows:

Account 1 - £  
Account 2 - £2,219.93  
Account 3 - £99,402.60  
Santander - £75,196.52

The report was noted.

(iii) Interim Internal Audit Report

The Assistant Clerk reported that there were no significant issues to report from the recent internal audit. There was one recommendation relating to Noted.

(iv) 2019/20 Council Tax Precept

Arrangements for the setting of the 2019/20 budget and precept were reported. There would be a meeting of the Finance, Asset & Resources Committee on 16 January 2019 to consider the budget in detail and to make recommendations to a special Town Council meeting on 28 January 2019. Noted.

Reference was made to having more advance notice of meetings, and the Assistant Town Clerk advised that this would be considered when looking at the meetings calendar for the next municipal year.

(v) CCTV – Trimpley

The Assistant Clerk reported that the new CCTV camera for Trimpley had been ordered, and the cost would be £ . Noted.

(vi) All Together Ellesmere (ATE) Financial Statements

The financial statements for the year ending 31 July 2018 for the running of the Tuesday Market had been submitted by ATE, and had been circulated. Members expressed concern at aspects of the accounts such as employee costs and write-off of assets. It was felt that the accounts needed to be looked at again before any decisions were taken about providing financial assistance to ATE in 2019/20.

It was also noted that following the resignation of Mrs M Lagoyianni, the Council needed to appoint a new representative to attend ATE meetings.

**AGREED – that the ATE accounts be considered by the Finance, Asset & Resources Committee alongside the 2019/20 budget papers at the meeting on 16 January 2019.**

(vii) Review of Caretaker Hours

Further to the report to the Staffing & Governance Sub-Committee on 1 October 2018, the situation regarding the caretaking staff's hours as at the end of December 2018 was reported. Noted.

204/18

**Finance – Cemetery Working Group**

(i) Payments for November 2018

The payments made during November 2018 had been circulated with the Agenda. It was moved by Cllr P Goulbourne, seconded by Cllr Mrs A Wignall and

**RESOLVED – that the payments for November 2018 be approved, confirmed and signed as a true copy.**

(ii) Cemetery Lodge Tenancy Agreement

The Assistant Clerk reported that the tenancy agreement on Cemetery Lodge was due for renewal on 31 March 2019, and the letting agents had enquired whether the Council wished to increase the rent at this time. The Cemetery Co-ordinator had reported that there had been no problems with the existing tenants, and it was felt that the existing rent was a reasonable commercial rate. It was moved by Cllr G Elner, seconded by Cllr Mrs E Peers and

**RESOLVED – that the rent for the Cemetery Lodge is not increased at this time.**

205/18 **Fire Risk Assessment – Ellesmere Town Hall**

The Assistant Clerk reported that the fire risk assessment had recently been carried out, and there were no significant issues/findings to report. Noted.

206/18 **Date of Next Meeting**

Monday, 4<sup>th</sup> February, 2019

207/18 **Exclusion of Press and Public**

It was moved by Cllr G Elner, seconded by Cllr J Frost and

**RESOLVED - that in accordance with the Public Bodies (Admission to Meetings) Act 1960 and Section 100 (A) of the Local Government Act 1992, the public and press be excluded for the remainder of the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in the Acts.**

208/18 **Exempt Minutes**

The exempt minutes of the meeting held on 3 December 2018 were circulated.

It was moved by Cllr P Goulbourne, seconded by Cllr Mrs A Wignall and

**RESOLVED – that the exempt minutes of the meeting held on 3 December 2018 be approved and signed by the Town Mayor as a true record.**

The meeting closed at 9.20pm

Mayor: .....

Date: .....